

PREFACE

The Montana Traffic Engineering Manual has been developed to provide uniform traffic engineering practices for Department and consultant personnel preparing contract plans for Department projects. The traffic engineer should attempt to meet all criteria presented in the Manual. However, the Manual should not be considered a "standard" that must be met regardless of impacts.

The Manual presents much of the information normally required for a traffic engineering project; however, it is impossible to address every situation that the traffic engineer will encounter. Therefore, traffic engineers must exercise good judgment on individual projects and, frequently, they must be innovative in their approach to traffic engineering. This may require, for example, additional research into the highway literature.

The Dual-Units Montana Traffic Engineering Manual was developed by the MDT Traffic Engineering Section with assistance from the engineering consulting firm of Roy Jorgensen Associates, Inc. The Manual Review Committee consisted of:

Duane Williams	Montana Department of Transportation
Danielle Bolan	Montana Department of Transportation
Ryan Antonovich (Project Coordinator)	Montana Department of Transportation
Stanton Brelin	Montana Department of Transportation
Jim Cornell, Jr.	Montana Department of Transportation
Robert Johnson	Montana Department of Transportation
Ken Shearin	Roy Jorgensen Associates, Inc
Craig Birkholz	Roy Jorgensen Associates, Inc.
Randall Burks	Roy Jorgensen Associates, Inc.
Darlene Bucciero	Roy Jorgensen Associates, Inc.

MONTANA TRAFFIC ENGINEERING MANUAL (Revision Process)

All revisions to the Montana Traffic Engineering Manual will be submitted and reviewed according to the following process:

Revision and Review

1. All proposed revisions should be submitted to the Traffic Engineer. The Revision Request Form (next page) should be used for the submittal.
2. A four-person Review Committee, selected by the Traffic Engineer, will meet every three months, or as necessary, to review the proposed changes.
3. The Committee will submit their recommendations and will meet with the Traffic Engineer and the Traffic and Safety Engineer to determine if the proposed revisions should be incorporated into the Manual.
4. If the revisions represent a policy change, the revisions will be presented to the District Administrators for comment.
5. If the Manual will be revised as recommended, a memo describing the revision will be distributed by the Traffic Engineer. The revised pages of the Manual will be attached to the memo and will be sent to all Manual holders.

Review Committee

The Review Committee will consist of four members. One member will be replaced each year; therefore, no one will serve on the Committee for more than four consecutive years. Individuals may serve on the Committee more than once.

In addition to the review of proposed revisions, the Committee will be responsible for the following:

1. providing all updates for the Traffic Engineering Manual,
2. maintaining a comprehensive list of all Manual holders, and
3. maintaining a library of all revisions to the Manual in chronological order.

MONTANA TRAFFIC ENGINEERING MANUAL

(Revision Request)

Identification

Date Submitted: _____

Section To Be Revised: _____

Section Title: _____

Page Number(s): _____

Description of Revision

List other sections of the Manual that would be affected by the revision:

- A.
- B.
- C.

List the MDT Detailed Drawings at would be affected by the revision:

- A.
- B.
- C.

Justification For The Revision

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